



THE HOUSING AUTHORITY OF THE CITY OF DANBURY

DOMENICO CHIEFFALO, CHAIRMAN
RAYMOND YAMIN, VICE CHAIRMAN
ROSE MORRISON, COMMISSIONER

JEFF M. RIECK, EXECUTIVE DIRECTOR

MINUTES

BOARD OF COMMISSIONERS

REGULAR MEETING

MAY 21, 2020

COMMISSIONERS PRESENT:

Domenico Chieffalo
Raymond Yamin
Rose Morrison

STAFF PRESENT:

Jeff M. Rieck
Jeff Pagelson
Jackie Elam
Devin Marra

BY ZOOM VIDEO CONFERENCE:

Jennifer Delaney
Michael Dapolite
Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD was held on Thursday, May 21, 2020 at 5:37pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Yamin and seconded by Commissioner Chairman Chieffalo the meeting was call to order.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES-MAY 21st REGULAR MEETING: The minutes of May, 2020 Regular Meeting was unanimously approved upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the minutes were approved.

RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM:

Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

MARCH, 2020 FINANCIAL REPORTS: Financial, PHAS and Check Register Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

HACD Board of Commissioners authorizes the Executive Director to update the Board meeting 2020 Calendar location schedule for the remaining 2020 calendar year. Updated Board of Commissioners Meetings Calendar as follows: **2020 Board Meeting Calendar**

<u>Date</u>	<u>Time</u>	<u>Location</u>
January 16, 2020	5:30pm	Regular 2 Mill Ridge Road
February 20, 2020	5:30pm	Regular 2 Mill Ridge Road
March 19, 2020	5:30pm	Regular 2 Mill Ridge Road
April 16, 2020	5:30pm	Regular 2 Mill Ridge Road
May 21, 2020	5:30pm	Regular 2 Mill Ridge Road
June 18, 2020	5:30pm	Regular 2 Mill Ridge Road
July 16, 2020	5:30pm	Regular 2 Mill Ridge Road
August 20, 2020	5:30pm	Regular 2 Mill Ridge Road
September 17, 2020	5:30pm	Regular 2 Mill Ridge Road
October 15, 2020	5:30pm	Regular 2 Mill Ridge Road
November 19, 2020	5:30pm	Regular 2 Mill Ridge Road
December 17, 2020	5:30pm	Regular 2 Mill Ridge Road

RESOLUTION 1596 the Board of Commissioners of HACD authorizes the Executive Director to update the Board Meeting 2020 Calendar location schedule for the remaining 2020 calendar year. Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

RESOLUTION 1597 the Board of Commissioners of the HACD authorizes the Executive Director to the Board of Commissioners for the Housing Authority of the City of Danbury authorizes the Chief Financial Officer to utilize the debit card for online purchases and for purchases where the issuance of a check, electronic fund transfer payment or wire transfers as modes of payment are not practicable, and in compliance with the Housing Authority existing procurement policy. Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

RESOLUTION 1598 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to execute a contract for general legal counsel with Cramer & Anderson LLP in an amount not-to-exceed seventy thousand dollars (\$70,000.00) for a one (1) year term, with the option to extend for four (4) additional one (1) year terms. Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

RESOLUTION 1599 the Housing Authority of the City of Danbury Board of Commissioners authorizes the Executive Director to exercise the second (2nd) and final option to extend the contract for Energy Performance Consulting with Facility Strategies Group, Inc. in an amount not-to-exceed ten thousand dollars (\$10,000.00) for a one (1) year term. Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

CHAIRMAN REPORT: NONE

NEW BUSINESS: Negative test results for asbestos testing in the HCV area.

ADJOURNMENT: The HACD Board Meeting was adjourned by 5:53 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting was adjourned.



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Devin Marra

BY ZOOM VIDEO CONFERENCE:

Jennifer Delaney
Michael Dapolite
Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the DHA was held on Thursday, May 21, 2020 at 5:54pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Yamin and seconded by Commissioner Chairman Chieffalo the meeting was call to order.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES-MAY 21st REGULAR MEETING: The minutes of May, 2020 Regular Meeting was unanimously approved upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the minutes were approved.

RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM:

Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

MARCH, 2020 FINANCIAL REPORTS: Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

RESOLUTION 245 the Board of Commissioners for the DHA Corp. authorizes the Executive Director to implement the 2.5% increase to contract rents for the Ives Manor elderly housing program to become effective on September 17, 2020. Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

RESOLUTION 246 the Board of Commissioners for DHA CORP. authorizes the Executive Director to execute a contract for general legal counsel with Cramer & Anderson LLP in an amount not-to-exceed two thousand dollars (\$2,000,00) for a one (1) year term, with the option to extend for four (4) additional one (1) year terms. Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

RESOLUTION 247 DHA Corp. Board of Commissioners authorizes the Executive Director to update the Board meeting 2020 Calendar location schedule for the remaining 2020 calendar year. Updated Board of Commissioners Meetings Calendar as follows:

2020 Board Meeting Calendar

<u>Date</u>	<u>Time</u>		<u>Location</u>
January 16, 2020	5:30pm	Regular	2 Mill Ridge Road
February 20, 2020	5:30pm	Regular	2 Mill Ridge Road
March 19, 2020	5:30pm	Regular	2 Mill Ridge Road
April 16, 2020	5:30pm	Regular	2 Mill Ridge Road
May 21, 2020	5:30pm	Regular	2 Mill Ridge Road
June 18, 2020	5:30pm	Regular	2 Mill Ridge Road
July 16, 2020	5:30pm	Regular	2 Mill Ridge Road
August 20, 2020	5:30pm	Regular	2 Mill Ridge Road
September 17, 2020	5:30pm	Regular	2 Mill Ridge Road
October 15, 2020	5:30pm	Regular	2 Mill Ridge Road
November 19,	5:30pm	Regular	2 Mill Ridge Road
December 17, 2020	5:30pm	Regular	2 Mill Ridge Road

Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

CHAIRMAN REPORT: NONE

NEW BUSINESS: NONE

ADJOURNMENT: The DHA CORP. Board Meeting was adjourned by 5:57 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting was adjourned.



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Devin Marra

BY ZOOM VIDEO CONFERENCE:

Jennifer Delaney
Michael Dapolite
Kim Nolan

CALL TO ORDER: The Regular Meeting of the Board of Commissioners for the HACD CORP was held on Thursday, May 21, 2020 at 5:58pm, at 2 Mill Ridge Rd. Danbury, CT. Please contact Jeff M. Rieck at (203) 744-2500 with any questions and / or comments. Upon motion by Commissioner Yamin and seconded by Commissioner Chairman Chieffalo the meeting was call to order.

PUBLIC COMMENTS: NONE

APPROVAL OF MINUTES-MAY 21st REGULAR MEETING: The minutes of May, 2020 Regular Meeting was unanimously approved upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the minutes were approved.

RESIDENT COUNCIL REPORT: NONE

AUTHORITY MANAGEMENT REPORTS PUBLIC HOUSING & HOUSING CHOICE VOUCHER PROGRAM:

Public Housing reviewed by Michael Dapolite & Jessie Castro-Asset Managers & HCV Housing reviewed by Jennifer Delaney Sec 8 Manager & Jackie Elam Chief Operating Officer.

MARCH, 2020 FINANCIAL REPORTS: Financial Reports reviewed by Jeffrey Pagelson Chief Financial Officer.

RESOLUTION 328 the Board of Commissioners for HACD CORP. authorizes the Executive Director to execute a contract for general legal counsel with Cramer & Anderson LLP in an amount not-to-exceed six thousand dollars (\$6,000,00) for a one (1) year term, with the option to extend for four (4) additional one (1) year terms. Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

RESOLUTION 329 HACD Corp. Board of Commissioners authorizes the Executive Director to update the Board meeting 2020 Calendar location schedule for the remaining 2020 calendar year. Updated Board of Commissioners Meetings Calendar as follows:

2020 Board Meeting Calendar

<u>Date</u>	<u>Time</u>		<u>Location</u>
January 16, 2020	5:30pm	Regular	2 Mill Ridge Road
February 20, 2020	5:30pm	Regular	2 Mill Ridge Road
March 19, 2020	5:30pm	Regular	2 Mill Ridge Road
April 16, 2020	5:30pm	Regular	2 Mill Ridge Road
May 21, 2020	5:30pm	Regular	2 Mill Ridge Road
June 18, 2020	5:30pm	Regular	2 Mill Ridge Road
July 16, 2020	5:30pm	Regular	2 Mill Ridge Road
August 20, 2020	5:30pm	Regular	2 Mill Ridge Road
September 17, 2020	5:30pm	Regular	2 Mill Ridge Road
October 15, 2020	5:30pm	Regular	2 Mill Ridge Road
November 19 ,	5:30pm	Regular	2 Mill Ridge Road
December 17, 2020	5:30pm	Regular	2 Mill Ridge Road

Upon motion by Commissioner Yamin and second by Chairman Chieffalo and verbally seconded by Morrison the resolution was unanimously adopted.

CHAIRMAN REPORT: NONE

NEW BUSINESS: NONE

ADJOURNMENT: The HACD CORP. Board Meeting was adjourned by 6:00 pm upon motion by Commissioner Yamin and Chairman Chieffalo seconded verbally by Commissioner Morrison the meeting was adjourned.